

**SCOTTSDALE AIRPORT ADVISORY COMMISSION
15000 N. AIRPORT DRIVE, SCOTTSDALE, AZ 85260**

**SEPTEMBER 11, 2002
REGULAR MEETING**

MINUTES

PRESENT: Bill Mack, Chairman
Guy Stepanski, Vice Chairman
Tom Cavanagh
John Knudsen
Leonard Tinnan
David Vaughan

ABSENT: Donald Maxwell

STAFF: Scott Gray, Aviation Director
Gary Mascaro, Assistant Aviation Director
Chris Read, Assistant Aviation Director
Matt Johnson, Airport Administration Specialist
Paul Norman, Assistant City Attorney

OTHER(S): John Meyer, Airport Properties Specialists
Jay Galvin, Gatts of Arizona
Quinton & Abigail Eason, Q's Catering

CALL TO ORDER

Chairman Mack called the meeting to order at 6:00 p.m.

ROLL CALL

A formal roll call confirmed members present as stated above.

APPROVAL OF MINUTES

Commissioner Tinnan made a motion to approve the minutes of the August 14, 2002 meeting. Vice Chairman Stepanski seconded the motion and the minutes were approved by a vote of 6-0.

PUBLIC COMMENT

There were no public comments.

PERMIT RATIFICATION(S)

A. Item 2 - Action

Ratification of Airport Aeronautical Business Permit Gatts of Arizona to provide flight training services at Scottsdale Airport.

Mr. Matt Johnson advised the Commission that Gatts of Arizona has provided the appropriate documentation as required in the Airport Minimum Operating Standards. The City's Risk Management Division has reviewed and approved the Certificate of Insurance. Mr. Johnson advised that according to the business owner, the 2.5 percent fee is anticipated to generate additional \$25,000 in annual revenue to the Aviation Enterprise Fund.

Vice Chairman Stepanski wanted clarification that there would not be a need for any additional tie down space. Mr. Gatts responded they have two aircraft at Scottsdale but primarily their school is an accelerated program and most students bring their own aircraft for training. He added the two aircraft they have will be located in the Kilo tiedown area. Mr. Gatts stated they are a Part 61 operation.

Vice Chairman Stepanski made a motion to approve ratification of the Airport Aeronautical Business Permit for Gatts of Arizona. Commissioner Vaughan seconded the motion and it passed by a vote of 6-0.

B. Item 3 - Action

Ratification of Airpark Aeronautical Business Permit for Robert R. Russell to provide hangar/shade leasing services in the Scottsdale Airpark.

Mr. Matt Johnson advised the Commission that Robert R. Russell will be leasing the hangar/shade space in an existing hangar located in the Airpark. He referred to the map in the Commission Action Report to designate the area where the hangar was built. Mr. Johnson noted the business owner anticipates that the associated fees will generate approximately \$1,200.00 in annual revenue to the Aviation Enterprise Fund. Mr. John Meyer was present on behalf of Robert R. Russell to answer any questions from the Commission.

Commissioner Tinnan made a motion to approve ratification of the Airpark Aeronautical Business Permit for Robert R. Russell. Commissioner Cavanagh seconded the motion and it passed by a vote of 6-0.

C. Item 4 - Action

Ratification of Airport Aeronautical Business Permit for Q's In Flight Services to provide Off Airport In Flight Catering Services at Scottsdale Airport.

Mr. Matt Johnson advised the Commission Q's Catering has provided the appropriate documentation required in the Airport Minimum Operating Standards, and according to the business owner, the 6% fee is anticipated to generate an additional \$1,500.00 in annual revenue to the Aviation Enterprise Fund. Quinton and Abigail Eason, were present to represent Q's Catering to answer any questions from the Commission.

Vice Chairman Stepanski made a motion to approve ratification of the Airport Aeronautical Business Permit for Q's Catering. Commissioner Cavanagh seconded the motion and it passed by a vote of 6-0.

D. Item 5 - Action

Ratification of Airport Aeronautical Business Permit for Vie De France to provide Off Airport In Flight Catering Services at Scottsdale Airport.

Mr. Matt Johnson advised the Commission that Vie De France has provided the appropriate documentation as required in the Airport Minimum Operating Standards and the 6% fee is anticipated to generate an additional \$500.00 in annual revenue to the Aviation Enterprise Fund.

Mr. Johnson inquired if a representative for Vie De France was present at the meeting. There was not. Mr. Johnson informed the Commission that according to the Bylaws of the Scottsdale Airport Advisory Commission, Section 208, it states: *"If the applicant or authorized agent or agents fails to appear as scheduled three (3) times, such failure may be deemed sufficient cause for recommendation of denial."* Mr. Johnson stated this is the third time a representative of Vie De France has failed to appear.

Commissioner Cavanagh made a motion for denial of ratification of the Airport Aeronautical Business Permit for Vie De France. Commissioner Tinnan seconded the motion and it passed by a vote of 6-0.

OLD BUSINESS

A. Item 6 - Action

Consider Proposed Changes to Airpark Rules and Regulations, Section 509, regarding the fuel flowage fee payment due date.

Mr. Matt Johnson advised the Commission that this proposed change will allow customers to issue payment at the end of the month therefore allowing us to receive payment on a timely basis. All operators remit fees on a monthly calendar basis due by the end of the following month. These modifications will clarify payment due dates on fuel flowage fees. Mr. Johnson read the wording changes to the Commission to provide further clarification.

Commissioner Tinnan questioned the deletion of Section 509A regarding the right to enter to inspect, and if it was covered somewhere. Mr. Scott Gray responded that he recalls there may be a section covered elsewhere in Chapter 5 that we already have as far as the permitting process and the right to access their facility for inspection purpose. Mr. Gray stated he will check further on this issue.

Commissioner Tinnan made a motion to approve the proposed changes, subject to re-statement of the old 509A, providing it's not covered elsewhere in the regulations. Vice Chairman Stepanski seconded the motion and it passed by a vote of 6-0.

A brief discussion ensued on this item regarding whether tenants provided accurate information, the new due dates for inventory to be submitted, and the issue of submittal of payment.

NEW BUSINESS

A. Item 7 - Action

ADOPT Resolution No. 6133 and AUTHORIZE Intergovernmental Agreement No. 2002-113-COS with the Federal Aviation Administration; and, AUTHORIZE Intergovernmental Agreement No. 2002-114-COS with the Arizona Department of Transportation.

Mr. Chris Read stated the FAA grant is for \$1,494,614.00, and the ADOT grant is for \$72,368.00. He advised the Commission that these grants would be used to reconstruct the Kilo apron and the airport service road that goes around the perimeter of the airport. Mr. Read referred the Commission to photos included in their packets that show the repairs needed for these areas. He added that during the construction projects, there would be no delay or denial of use to any airport users for access to the airport taxiways. The aircraft on the Kilo ramp will be moved to different locations temporarily during the construction.

A discussion ensued regarding questions regarding the pavement testing and procedures, the selection of the contractor bid process, the funding for the project.

Vice Chairman Stepanski made a motion to recommend City Council ADOPT Resolution No. 6133 and AUTHORIZE Intergovernmental Agreement No. 2002-113-COS with the Federal Aviation Administration; and, AUTHORIZE Intergovernmental Agreement No. 2002-114-COS with the Arizona Department of Transportation. Commissioner Tinnan seconded the motion and it passed by a vote of 6-0.

B. Item 8 - Action

AUTHORIZATION of Bid Award No. 03PB013 to J. Banicki Construction, Inc., the successful responsive bidder for the Kilo Ramp Reconstruction Project.

Vice Chairman Stepanski made a motion to recommend City Council AUTHORIZATION of Bid Award No. 03PB013 to J. Banicki Construction, Inc. Commissioner Tinnan seconded the motion and it passed by a vote of 6-0.

NOISE ISSUES

A. Item 10 - Information
August 2002 Noise Report

Mr. Gary Mascaro advised the Commission that the total complaints received this year for August of 2002 were 835, which were broken out to local, regional as were defined in last month's report. He reported percentage changes from this time last year were significantly higher due to the heightened awareness of noise issues by area residents, and the frequent calls by a few residents; for example, 250 calls from one person located in the Phoenix area.

Mr. Mascaro then summarized the efforts being made by staff and their operator, Medical Express who is willing to go out to the public and explain what they do, and how and why they have to operate at certain times. He added Medical Express has offered to fly one of the frequent noise complainants of Ironwood Village to give a birds eye view of how they have to take off and land at this airport.

Mr. Mascaro then mentioned the news clipping from *The Arizona Republic*, written by Tom Ropp, concerning the jet traffic over Ironwood Village. He added staff and Mr. John Little, the Transportation General Manager, have been working with Mr. Loungo of Ironwood Village concerning his noise issues.

Vice Chairman Stepanski inquired if the Commission might be included in some of the discussions with the Mayor, Council, staff, and residents, or joint meetings periodically to address these issues within reason. Mr. Gray responded that a joint meeting is likely. He advised staff will be making a presentation to the Mayor and City Council on October 7th and the Commission is welcome to attend.

A lengthy discussion ensued regarding staff's outreach efforts to noise complainants, further suggestions on methods to inform and educate the public, and ongoing communications with concerned residents.

Vice Chairman Stepanski insisted a joint meeting with the Commission and Council be scheduled. Chairman Mack responded his preference was to leave it to the Council's discretion if they desired a joint meeting with the Commission, and in any case they should wait until after staff's presentation to the Council on October 7th. Mr. Scott Gray stated if it's the interest of any of the Commissioners to meet with the Council they should contact the Council or the Mayor and discuss it with them directly.

Mr. Mascaro added that Gus Nezer of the FAA Phoenix TRACON office is working very diligently on these issues, and he plans on attending the October 7th presentation to our Mayor and Council.

DIRECTOR'S REPORT

Mr. Scott Gray advised that the construction on the Scottsdale Air Center FBO is progressing. They hope to open by year-end, however, there is some question if that will happen. Therefore, the proposed aircraft air fair/auction event that was to be held in conjunction with Barrett Jackson car show was postponed as there may not be available ramp space for the event.

OPERATIONS UPDATE

Mr. Read briefed the Commission on the operations figures for last month compared to last year's figures. He added there were two Alerts. He then gave the Commission the definition of the types of Alerts and what they entail from an operations perspective and impact on the airport facility. Mr. Read advised the Commission of enforcement issues and the action taken concerning several of the airport operators.

Mr. Chris Read also briefed the Commission on the airfield access security control construction and installation that is currently in progress. Completion date is scheduled for October 16th.

Vice Chairman Stepanski brought up the issue of malfunctioning air conditioning at the Aviation Business Center and the long delay in getting it serviced and repaired in the hot summer months. He said he does not understand why the problem wasn't addressed during the renovation and why tenants have to call facilities maintenance for assistance. Mr. Gray said they did address the issue and had an engineer

redesign the entire system. Mr. Gray said the tenants have to call the City's facility maintenance department as we do not have the staff to repair it. He added the City also has a policy that thermostat's are to be set at a specific temperature and not to be adjusted. Therefore, the thermostats are locked as tenants were making their own adjustments and causing more problems with the system. Therefore, they exercised the City's right to lock the thermostats.

MEETING SCHEDULE

A. Item 11 - Action Schedule of Meetings

Chairman Mack stated the next scheduled meeting is for October 9th.

ITEMS FROM THE COMMISSION

Commissioner Knudsen inquired how the U.S. Customs service was doing. Mr. Gray responded that it has been slower than expected. He added that one issue they had to address in the budget cycle was whether or not to keep the service as it is not paying for itself. Mr. Gray advised the Commission that the U.S. Customs Service is adding a \$27,000.00 increase to the fee for providing this service at Scottsdale which will bring the total cost to approximately \$120,000 - \$130,000 a year to continue that service, and we are only collecting about \$75,000.00. In addition, the City pays for their communication lines which amount to over \$3,000.00 a month, in addition to paying the officer's overtime charges when an aircraft comes in during off hours. Mr. Gray said it would probably have to further evaluated as more information is obtained.

Vice Chairman Stepanski asked if they could advertise the service on a larger scale. Mr. Gray responded that the major issue in the City right now is the noise impacts. They are not in a position right now to market the airport in light of the citizen's concerns. He added they do send news releases to NBAA and AOPA to be distributed at their conferences. Mr. Gray added they anticipated there would be a lot more use and interest in the U.S. Customs Service; however, it has not even come close to the initial expectations.

Commissioner Tinnan inquired what would happen if they decide not to continue the service. Mr. Gray responded that the agreement with U.S. Customs Service gives them the ability to request discontinuance of service with a six (6) months notice.

ADJOURNMENT

Chairman Mack adjourned the meeting at 7:05 p.m.

Respectfully submitted,

Diana M. Maggiola
Administrative Secretary